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RECORDS MANAGEMENT DIVISION
20 January 1956

MEMORANDUM FOR: Deputy Director (Plans)
Deputy Director (Intelligence)
Deputy Director (Support)

SUBJECT : Instructions for Assembling of Emergency Force

REFERENCES : (A) Memorandum for Deputy Director (Plans),
Deputy Director (Intelligence), Deputy
Director (Administration), Assistant
Director for Communications and Director
of Training, from the Director of Central
Intelligence, Dated 17 April 1953, Subject:
"Central Intelligence Agency Master Plan
to Cope with Emergencies." (TS No. 22535)

(B) Memorandum for Deputy Director (Plans),
Deputy Director (Intelligence), Deputy
Director (Administration), Assistant
Director for Communications and Director
of Training, from the Director of Central
Intelligence, Subject: "Instructions for
Assembling of Emergency Force," Dated
17 April 1953.

1. The document designated above as Reference (B) is hereby rescinded.

2. The following procedure is established for moving the personnel of the Emergency Force designated to operate the headquarters of the Central Intelligence Agency at the Emergency Center in the event that enemy action makes withdrawal from Washington necessary:

a. Designation of Group Leaders and Their Assistants.

The Deputy Director (Plans), the Deputy Director (Intelligence) and the Deputy Director (Support) are designated as Group Leaders of the members of their respective components of the Emergency Force, and, as such, are responsible for the development of detailed advance plans, for the prior indoctrination of their personnel and for their movement to the Center, under the over-all guidance set forth herein and in Reference (A). To assist the Deputy Director (Plans), the Deputy Director (Intelligence) and the Deputy Director (Support) in the discharge of this

responsibility they may designate such persons from within their organizations as they deem proper and necessary, and may break down their organizations into such smaller movement units as they see fit.

b. Movement of the Emergency Force.

(1) The members of the Emergency Force will move to the Emergency Relocation Center only under any one of the following circumstances and conditions:

(a) Upon public announcement by the President directing the relocation of personnel of the Executive Branch having essential war-time functions, or

(b) Upon orders by the Director of Central Intelligence or by a Deputy Director speaking on his behalf, or

(c) Upon the signaling by Civil Defense authorities of the condition designated as ALERT SIGNAL (evacuation) by such means and through such media as are from time to time prescribed by Civil Defense authorities, or

(d) As soon after an unanticipated enemy attack as travel may be permitted.

c. Instructions in General.

(1) Assembly and movement of members of the Emergency Force to the Emergency Center will be accomplished by private vehicles as designated by the Group Leaders pursuant to their individual detailed plans.


(2) All instructions contained herein are applicable whether the movement takes place during duty or non-duty hours.

(3) Any individual member of the Emergency Force who for any reason is left behind should report to the relocation center as soon as possible or to the closest Registration Point described in Agency Notices or Regulations currently in force governing the registration of surviving employees who are not members of the Emergency Force, where further instructions will be given.

(4) Decontamination processes, if required, will be accomplished after reporting to the Emergency Center.

(5) The location of the Emergency Center and principal routes leading thereto from the Washington area, indicated by arrows, are shown on the map attached hereto, marked "Annex (A)."

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:


L. K. White
Deputy Director
(Support)

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